

STAT

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

NBPO Overtime Allocation

FROM

Chief, New Building Project Office
1J45 Hqs

EXTENSION

NO.

DATE
19 December 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. C/B&FB/OL

12/16

W

1-3 FYI: Second quarter FY-85
NBPO used 24 hrs. OT. First
quarter FY 86, through 12/7
289 hrs used (requested 200hrs).

2.

3. EO/OL

— E

Signature

4.

5. DC/REF

12/16

W

6.

7. C/NBPO/OL
1J45 Hqs

H

8.

9.

10.

11.

12.

13.

14.

15.

19 DEC 1985

MEMORANDUM FOR: Chief, Budget & Finance, OL

STAT FROM:

[Redacted]

Chief, New Building Project Office, OL

SUBJECT: NBPO Overtime Allocation

1. An increase in the approved overtime allocation for the first quarter of FY-86 for NBPO is requested. Our previously approved limit was 200 hours. We now project, due primarily to heavy assistance by OIT personnel assigned to our payroll, that we require a total of 450 hours to carry us through 31 December 1985.

2. We also anticipate an increase in overtime expenses for new building construction monitoring. We therefore request an approval for 550 hours for the Second Quarter of FY-86.

STAT [Redacted]

Approved:

STAT [Redacted]

Executive Officer, OL

12/26/85
Date